

2 November 1955

House Civil Service Committee
Subcommittee on Manpower Utilization

The main objective of the subcommittee study and hearings is to eliminate unnecessary and overlapping functions.

Gus C. Lee, Director of the Office of Manpower Utilization for Assistant Secretary of Manpower & Personnel testified this morning on the Department of Defense as a whole, and generally on what the services are doing regarding the self-study of their manpower requirements. Mr. Lee stated that half of the vacancies which occur must not be filled to meet the target of a 2% reduction by December 31st and 2% by March 31st.

Each of the services have sent out survey teams to various installations to see what changes in organizations and procedures might be made, to make sure the workload justifies the number of personnel, etc. The final report is sent to the command level and to the Pentagon. The command may also wish to comment on the report to the Pentagon, where the final decision is made.

Some of the questions asked by the Congressmen are --

Is there ever any attempt made to have a report changed or modified?

What provisions are made to assure these survey teams are not subjected to retaliation on the part of anyone?

How many surveys have been made in the Department of Defense in the last year or two?

Mr. Johansen asked whether it would be possible to identify some of the surveys and reports and describe them, and if in published form make them available for the record. They also wanted the result of the report.

Cong. Rees inquired about the awards program. He had x heard criticism that it takes a long while before awards are finally determined. He also inquired to what extent automation aided in the reduction of personnel.

When a function is eliminated, is it taken up by some other body or office?

They were interested in information regarding grades (I assume they mean job classifications) in the surveys.

Will eliminations be made x and then substituted by contract action? Why is there a feeling of apprehension that this will occur?

To whomx is a survey report finally made?

Defense was asked to make up a compilation of recommendations and action taken. Army is to make available to the Committee their Management Improvement Progress Report which is done on a semi-annual basis.

They inquired as to the utilization of foreign personnel overseas.

Congress has lifted the restriction on work measurement. What have you done about it?

Mr. Lee cited an example of a survey -of the Air Materiel Command in 1953 --

1. An advance questionnaire was sent out
2. This was analyzed with operating officials.
3. They looked at workload trends
4. They looked at forecast of workload
5. They looked at organization structure --

ratio between supervision and number of employees.
A complete report was then written up documenting findings.